

**MISSISSIPPI MILITARY DEPARTMENT
STATE EMPLOYEE POSITION ANNOUNCEMENT
ANNOUNCEMENT #12-55**

OPENING DATE: 6 Jun 12 **CLOSING DATE:** 20 Jun 12 **AGENCY:** 5709 **PIN:** 100

POSITION: FACILITY MAINTENANCE REPAIRER III (Electrician) (**Thompson Field**)

STARTING SALARY: \$28,128.12

LOCATION OF POSITION: 172nd Airlift Wing, 141 Military Dr., Jackson, MS 39232

TELEPHONE INQUIRIES: Mr. Darryl Womack (601) 313-6146 DSN: 293-6146

APPLICATION MUST BE SUBMITTED TO: MS Military Department, ATTN: JFH-MS-C-HR, Post Office Box 5027, Jackson, MS 39296-5027. **STREET ADDRESS:** 1410 Riverside Drive, Jackson, MS 39202-1237.

APPLICATION MUST BE RECEIVED BEFORE 4:00 P.M. ON CLOSING DATE.

SPECIAL CONDITION: *MS State Law requires that male applicants between the ages of eighteen (18) and twenty-six (26) submit satisfactory documentation of their compliance with the draft registration requirements of the Military Selective Service Act with application. In addition, males between the ages of eighteen (18) and twenty-six (26) who are currently employed shall not be promoted to higher positions until they submit documentation of compliance with the requirements of the Federal Selective Service Act.*

MINIMUM QUALIFICATIONS:

1. High school education or GED and three (3) years experience in the electrical field; **OR** any combination of education and experience equivalent to graduation from a four year high school and three (3) years experience in the electrical field.
2. Possess a valid state driver's license and if authorized to operate a Government Vehicle, have the ability to obtain and maintain a US Government Motor Vehicle Operator's ID card. **PROOF OF DRIVER'S LICENSE MUST BE SUBMITTED WITH APPLICATION.**
3. Physical condition of such nature as to permit continuous, moderately heavy work with the ability to move and lift objects weighing up to 50 pounds.
4. Skilled in use of hand tools; general knowledge of the methods and tools used in all types of maintenance and repair of real property facilities.
5. Must be able to obtain and maintain a Secret Security Clearance.

DUTIES AND RESPONSIBILITIES: (Not all inclusive, will be fully explained during interview)

1. Performs the full range of Journeyman Level Electrician tasks, including maintenance, installation and repair of secondary electrical distribution system. Installs conduit, underground cable and overhead wire and makes electrical connection by splicing and/or other methods. Installs lighting circuits, lamps and related hardware. Runs load tests, checks and corrects circuit malfunctions, etc., using a variety of test instruments to assist in specific operations. Observes all safety rules and regulations.
2. Inspects electrical systems and appliances in offices, warehouses, and other buildings to detect and correct malfunctions. Replaces and/or installs wires, switches, outlet boxes, fuses, light bulbs, heating elements, etc. Tests circuits for continuity and proper connections. Lubricates and makes repairs to motors, fans, heating appliances, etc. Removes items requiring major repairs, and reinstalls repaired items as required. Uses tools of the trade in locating and diagnosing trouble and making necessary repairs.
3. Works from sketches, blue prints, drawings, specifications, or similar guidance.
4. Works as a member of a maintenance team. Assist with plumbing, structural, and heating/air conditioning repairs. Also performs other facility maintenance as assigned by the maintenance repairman supervisor.
5. Assist POL maintenance personnel when required.

AREA OF CONSIDERATION: OPEN COMPETITIVE

AGO Form 14-R (Revised 1Apr00)

Page 1 of 2 Pages

SPECIAL REMARKS/PLACEMENT STATEMENTS/SUMMARY OF POLICIES

Mississippi Military Department policy is to ensure fair treatment of applicants and employees in all aspects of personnel administration without regard to race, religious creed, political affiliation, national origin, sex, age, or disability. However, the Mississippi Military Department reserves the right to enforce military physical, age and gender requirements to positions which are essentially military in nature or for which military membership is required.

Promotional and future salary increases will be IAW Military Dept policy and as authorized by the State Legislature. All salary increases are subject to annualized funding availability.

Applicants must complete the **STATE OF MISSISSIPPI EXPERIENCE AND TRAINING RECORD (Revised 12/94)**, **MS MILITARY DEPT. ADDENDUM #1** (AGO Form 82-2R, dated 1 May 93) and **MS MILITARY DEPT. ADDENDUM #2** (AGO Form 82-3R, dated 1 Mar 94). Previous editions of these documents are not acceptable. These documents may be obtained from most non-armory facilities of the MS National Guard or by written/telephonic request to the Mississippi Military Department, ATTN: JFH-MS-C-HR, P.O. Box 5027, Jackson, MS 39296-5027 (Commercial #601-313-6146). Additional information may be attached to support qualifications. However, such does not negate completion of all applicable spaces of the State of Mississippi Experience and Training Record and both addendums. **ALL DOCUMENTS MUST BE SUBMITTED TO THE OFFICE INDICATED ON THE FRONT OF THIS ANNOUNCEMENT. DO NOT SUBMIT DOCUMENTS TO THE STATE PERSONNEL BOARD! DOCUMENTS MUST BE RECEIVED NLT 4:00 P.M. ON THE CLOSING DATE. NO PHOTOCOPY OF THE MISSISSIPPI EXPERIENCE AND TRAINING RECORD WILL BE ACCEPTED. NO OTHER TYPE APPLICATIONS ARE ACCEPTABLE.**

PROOF OF QUALIFYING EDUCATIONAL ACCOMPLISHMENTS BEYOND HIGH SCHOOL IS REQUIRED. Copies of college transcripts, diplomas, certificates, licenses, etc., must be legible.

APPLICANTS FAILING TO COMPLY WITH ALL APPLICATION SUBMISSION REQUIREMENTS OR WHO DO NOT MEET MINIMUM QUALIFICATIONS WILL NOT BE CONSIDERED. Applicants scheduled for interview who fail to appear for interview will not receive further consideration.

SUPPORT OF THIS POSITION IS CONTINGENT UPON CONTINUED POSITION AUTHORIZATION AND AVAILABILITY OF STATE/FEDERAL FUNDING, AS APPLICABLE.

Military membership is desired.

INDIVIDUAL APPLICATIONS MUST BE SUBMITTED FOR RESPONSE TO EACH ANNOUNCEMENT.